

# Town of Lunenburg

Finance Committee:  
Mark Erickson, Chairman  
Brian Laffond, Vice-Chairman  
Martha McDonald, Secretary  
Barbara Reynolds  
John Male  
Scott Gile



17 Main Street, P.O. Box 135  
Lunenburg, MA 01462-0135  
978.582.4139  
FAX 978.582.4148

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JAN 19 2012

LUNENBURG TOWN  
CLERK OFFICE

Lunenburg Finance Committee  
Minutes  
November 10, 2011

*Approved  
Mark Erickson  
1/12/12*

Location: Town Hall  
Present: Brian Laffond, Martha McDonald, Mark Erickson, John Male  
Absent: Barbara Reynolds, Scott Gile  
Attendees: Karen Brochu

- 1) Meeting called to order by the Chairman at 7:03 PM
- 2) Review Minutes
  - BL made a motion to accept the minutes of the 10/27/11 meeting as submitted; JM seconded; all approved
- 3) Committee/Department Reports
  - Capital Planning – met last week and discussed requests from police and fire departments; met today and reviewed Technology requests; some clarification needed on requested tablets and what the police and fire departments are doing with the old items; the next meeting will cover the Library and Council on Aging requests
  - Monty Tech – total student enrollment of 1,442 with 66 from Lunenburg; 280 middle school students are exploring different vocations
  - Service Level Team – meets next week
  - School Reconfiguration - report being drafted for School Committee review; 12/7 presentation scheduled
- 4) Town Accountant's Quarterly Report
  - HANDOUT: Salary Reserve Transfer Request; request for \$7,320 buy back of sick and vacation time for retiring sergeant, Ernest Gould; every year set aside as much as possible to cover any retirement buy backs; committee requested schedule of the maximum sick leave/buy back amounts for eligible time; JM made motion to accept the transfer requested, BL seconded, all approved
  - HANDOUT: Revenues and Expenditures Report through 9/30/11; supplemental tax collections are at \$88K YTD compared to budget of \$50K; on expenditure side, a few unplanned expenses including \$6K to remove oil tank at closed gas station
- 5) Town Manager Updates
  - HANDOUT: Warrant for STM going to print tomorrow
  - Article A – BL moves we recommend approval in the amount of \$8265 for Attorney Dan Hill expenses, JM seconded, all approved; Attorney Dan Hill's invoice received after end of fiscal year; must be approved at Town Meeting; propose using current year's legal budget
  - Article B – placeholder for firefighters collective bargaining agreement; probably will not be settled
  - Article D – housekeeping item; amount approved to be borrowed but not needed so needs to be removed so we are not carrying on our books and no longer authorized to be borrowed; BL recommends we rescind the \$456,927.87, JM seconded, all approved
  - Article E – we have \$22K additional funds in New Growth Estimate monies; will not take action tonight
  - Storm clean-up – storm debris on private and public land estimated to cost \$155K – 232K to clean-up
  - FY13 Budget – need to set some money aside for Emergency Management Center
  - DPW Facility Update – project is close to schedule; dealing with doors and going out to bid again; hoping there is a sufficient amount of funds left over for new office equipment and technology needs
  - Discussion on Service Levels – HANDOUT: Worksheet looking at service, variable, metric and performance

6) Adjournment – BL made a motion to adjourn at 9:51 pm, JM seconded; all in favor

Minutes respectfully submitted by Martha McDonald

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**JAN 18 2012**

**UNENBURG TOWN  
CLERK OFFICE**